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JIM EDGAR
Secretary of State



SEPTEMBER 1983

**A NEWSLETTER
FOR SECRETARY
OF STATE EMPLOYEES**

SEP 1983

VOLUME 3, ISSUE 1
UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

Volume 3, Issue 1

New Illinois License Plates

Illinois motorists with new automobile registrations were the first to receive the new Illinois license plates. The new plates, which went on sale in mid-August, are the first to be issued since Illinois adopted multi-year plates in 1978.

Production of the first 1.6 million pairs of plates began in June at the Macon County Rehabilitation Facilities, Inc. in Decatur. It marked the return of plate making to Illinois for the first time in a decade.

Sixty workers at the Decatur facility, which employs some 200 disabled persons, can make as many as 30,000 sets of plates each day.

This makes Illinois only the second state to have disabled persons produce its license plates, an event hailed by Secretary Edgar as "saving Illinois tax dollars, keeping millions of dollars in Illinois and providing jobs for disabled persons who otherwise might be on some form of government assistance."




The Decatur facility outbid four out-of-state prison systems by at least 20 cents per pair of plates for the one-year contract.

"We actively sought bids from facilities employing the disabled because I believe government should do all it can to provide employment opportunities for the disabled and because disabled persons are more conscientious about producing quality products than are prisoners," Edgar explained.

During the next three years, all 5.5 million passenger cars in Illinois will receive the new plates. This chart indicates when the new plates will be issued:



Secretary Edgar helps Ogden Perkins of Springfield put on his car one of the first sets of the new Illinois license plates sold to the public. The new license plates, the first to be manufactured in the state in a decade, will be issued to the Illinois automobile owners during the next three years.

WHEN YOU WILL RECEIVE NEW LICENSE PLATES:		
IF YOUR PLATE BEGINS WITH A:	NEW PLATES ISSUED IN:	
NUMBER . . .	 1984
LETTER A-M .	 1985
LETTER N-Z .	 1986

Quality Circles

The Vehicle Records division is just "one step closer" to establishing a positive, more personalized relationship between management and employees. This is the long-range goal of the Vehicle Records quality circle which calls itself "One Step Closer."

A quality circle is a small group of employees from a particular division who suggest new ideas for improving office production and efficiency.

The Japanese invented quality circles to help motivate employees and minimize labor turnover. Successful reports there led to the adoption of similar circles in the U.S. Suggestions

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Quality Circles, Cont.

usually coming from managers are now being initiated by employees in quality circles.

The Vehicle Services Department currently has six quality circles, each one having eight to ten members. In addition to Vehicle Records, quality circles exist in the Titles, Renewals Only, Public Service, Data Entry, and Special Plates divisions.

Before the establishment of these quality circles, a survey of Vehicle Services employees indicated their desire to improve office procedures and career development opportunities. In an effort to include employees in these improvements, Vehicle Services Director Allen Grosboll and former administrative assistant Susan Piha, now an Indiana University graduate student, organized four quality circles.

"Quality circles are a change in thinking," Piha said. "They transform the hierarchical departmental structure into a more horizontal one."

The basic premise of quality circles is that managers cannot grasp every aspect of their employees' work. According to Piha, employees may have a clearer understanding of the problems existing in their particular unit. When managers coordinate efforts with employees, there is recognizable improvement in service, efficiency and satisfaction, she added.

Grosboll offers two primary advantages of quality circles. First, he believes the quality circle acts as "a tool to develop a positive employee attitude." Second, it "provides a broadening base of ideas," giving fresh approaches to solving problems.

Ideas for short- and long-term projects are brainstormed during one-hour meetings each week. A "facilitator," such as Piha, represents management, while an employee supervisor acts as group leader. Circle members select and complete one project at a time.

"I appreciate the fact that management gives us this opportunity to recognize problems and devise ways for resolving them," said Carol Bailey, employee leader of One Step Closer.

During separate meetings, for instance, One Step Closer looked at ways to reduce the time in applying license registration records to the computer file, while the Titles quality circle collaborated on a Yellow Pages phone supplement arranged by subject to facilitate department operations.



Members of the Vehicle Records' "One Step Closer" quality circle meet to discuss new ideas for improving office production and efficiency. Vehicle Records is one of six divisions in Vehicle Services to have a quality circle.

Projects have already been implemented in both the Public Service division and the Registration Processing, Renewals Only unit. The Solutions Plus quality circle from Renewals Only updated and organized the storage room and file system in addition to installing safer and more economical electrical outlets. New visual aids explicitly detailing instructions to the public for completing field applications are the product of two months of work for the Public Service Trail Blazers.

"Quality circle members make intelligent, well-researched recommendations," Grosboll said. "They do not usurp the authority of management."

The work of circle members, along with the cooperation of management, has produced results within the Vehicle Services Department. Grosboll admits to being "surprised at how quickly groups

have grasped the projects and brought results." He emphasizes that the implementation of projects becomes a combined effort between the circles and management.

"Quality circle members make intelligent, well-researched recommendations," Grosboll said. "They do not usurp the authority of management . . . it merely broadens the field of ideas and debate."

Quality circles offer more than just ideas and debate. They offer hope for a more satisfied, well-informed, and efficient division. While some criticize the amount of time and money spent on identifying and solving problems, both employees and managers see the benefits.

"How do you place a price on employee attitude?" Grosboll asked.

As quality circles help develop positive work attitudes, more divisions are gaining interest. So far, Driver Services, Police, and Uniform Commercial Code departments are considering starting quality circles.

1983 HOLIDAY SCHEDULE		
Monday-Friday Work Schedule *		Downstate Driver Facilities Tuesday-Saturday Work Schedule
HOLIDAY	DATE OFFICE CLOSED	DATE OFFICE CLOSED
Columbus Day (October 10)	October 10 (Monday)	October 8 (Saturday)
Veterans Day (November 11)	November 11 (Friday)	November 11 (Friday)
Thanksgiving Day (November 24)	November 24 (Thursday) November 25 (Friday)	November 24 (Thursday) November 25 (Friday)
Christmas Day (December 25)	December 26 (Monday)	December 24 (Saturday)
* Includes Cook County Driver Service facilities, which are open 8 a.m. to 5 p.m., except Wednesdays, when they are open 8 a.m. to 8 p.m.		

Legislative Update

The 1983 legislative session was a busy one for the Secretary of State's office, which had an aggressive legislative agenda with a traffic safety emphasis. Many of about 40 bills proposed by Secretary Edgar were passed by the legislature and are awaiting Governor Thompson's signature. The following is a summary of the major bills initiated by this office:

DUI

Five bills fine-tuning the new drunk driving law were passed this session—

- House Bill 817 requires courts to report all DUI court supervisions to the Secretary of State's office. Persons receiving court supervision do not lose driving privileges, provided they complete requirements set by the judge. By having all court supervisions reported to this office, repeat offenders can be identified and progressive penalties applied.
- Senate Bill 125 requires persons convicted of a second or subsequent DUI offense within a five-year period serve a minimum imprisonment of 48 consecutive hours or 10 days of community service work.
- Senate Bill 173 clarifies the law on the illegal transportation of alcoholic beverages.
- Senate Bill 174 requires imprisonment for a minimum of seven consecutive days or 30 days of community service work for driving on a revoked or suspended license due to DUI or other specified offenses.
- Senate Bill 175 limits the granting of court supervision to once every five years and prohibits the removal of DUI supervision from court records for five years.

CHILD PASSENGER PROTECTION ACT

- Effective July 1, 1983, any child under age four must be secured in an approved child safety seat and a child age four or five must be fastened in either an

approved safety seat or belt. The law applies to parents or legal guardians, and violators will receive a \$25 fine. This fine will be waived if the parents or guardians prove they have purchased a safety seat. There is a \$50 fine for subsequent violations.

DRIVERS LICENSES

- Senate Bill 490 would extend the drivers license renewal cycle from three to four years. License fees would be \$5 for persons age 69 and over, \$10 for people under age 69, and \$5 for those requesting duplicate or corrected licenses.
- Senate Bill 60, which has been signed into law, extends the written driving exam waiver to drivers age 69 and over, provided their records are free of accidents or traffic convictions at license renewal time.

LICENSE PLATES

- In an effort to reduce citizen complaints about charitable vehicle (CV) plates being displayed on luxury autos, House Bill 1666 abolishes CV plates for passenger cars and motorcycles. They will still be issued to vans, trucks, buses, or trailers owned by legitimate religious or charitable organizations.
- Senate Bill 1196 will increase the possible combinations of personalized (vanity) license plates by authorizing production of seven-letter personalized plates.
- House Bill 2230 allows pickup trucks to display personalized or handicapped plates.

SECURITIES

- House Bill 663 is a major revision of the Illinois Securities Act of 1953. The legislation reduces the amount of regulation on new security offerings in Illinois and, as a result, will enable the Securities Department to devote more resources to increasing enforcement efforts against securities fraud.

Committee OK's Sales of Lists

The sale of information, such as lists of registered vehicle owners or licensed drivers, by the Secretary of State's office is not an invasion of an individual's privacy.

This was the primary finding in a recent report by Secretary Edgar's Advisory Committee on Distribution of Government Information.

"To the best of our knowledge, this is the first time in the history of this office that sale and distribution of information has been extensively studied," Edgar said.

The committee determined that disclosure of personal information from drivers licenses, vehicle registrations and titles, and corporation listings does not violate federal or state constitutional guarantees of the right to privacy. The committee also found that selling this information does not constitute a threat to personal safety or property, and its disclosure may be required because the records are public.

"Distinguished members of the committee worked diligently at their public hearings and meetings to determine if the distribution of any information should be curtailed or further protected," the Secretary said, "and I am very satisfied that they gave this issue the full and careful study it deserved."

The Secretary of State's office is required by state law to provide for a fee much of the information obtained by the office in the course of its routine responsibilities.

Edgar supported legislation and made appropriate administrative changes fully implementing the committee's recommendations. A bill, passed by the legislature, specifies the information to be sold and purposes for its sale, and increases fees for some of the information to reflect the actual costs incurred by the office.

Administrative actions include a number of changes to safeguard abuse of the lists by purchasers, such as establishing a system for strict control over re-sale of information and using decoy names and other devices to monitor the types of material sent out by direct-mail users of the lists.

CPR Training Started

On a hot summer day, there was nothing unusual about a Secretary of State employee beginning to perspire. His shirt was saturated--an obvious sign of a sweltering day. But this sign was anything but "ordinary"; moments later the employee suffered a massive heart attack.

With an office as large as the Secretary of State's office, emergency health problems are inevitable. To help employees detect and combat these emergencies, the Personnel and Police departments are jointly conducting a cardiopulmonary resuscitation (CPR) program.

American Heart Association statistics reveal that an estimated 1.5 million people will have heart attacks each year--and about 350,000 will die before ever reaching the hospital. To prevent brain damage or death, CPR maneuvers must be administered within four to six minutes after the onset of an attack.

"Time is the most crucial factor when dealing with heart attack victims," said Irene Vehovic, R.N., who handles employee medical needs for the Centennial Building, Archives, and Museum. With the implementation of a CPR training program, SOS employees familiar with CPR techniques may revive a co-worker if the building nurse is unavailable.

Volunteers from each department will attend training sessions during regular work hours. Sessions will consist of informational lectures, practical participation and CPR demonstrations on manikins.

According to Major Robert Kutz, Secretary of State Police, program participants will learn how to detect early heart attack warning signals, enter a victim into the emergency medical care system, and perform one- and two-person CPR, infant CPR, and obstructed airway techniques. "Anyone may participate in CPR training, with the exception of persons suffering from a heart condition, bad back, or damaged knees," said Kutz.

After successfully completing the CPR course, participants will be given a certification card from the American Heart Association that is good for one year. Under state law, certified CPR course participants are immune from liability if they help heart attack victims. This "Good Samaritan" law encourages people to help out in emergency



Millie Releford, Driver Services/ Safety and Financial Responsibility, prepares to give mouth-to-mouth resuscitation at a CPR training class at the Dirksen Parkway facility in Springfield. Investigator Mike Nolan is the instructor.

situations where no doctor or nurse is available.

Personnel administrative clerk Patti Delabar said, "It is the hope of everyone that this program will make the office more prepared for emergency situations."

Know the name of a person trained in CPR in your section. Every second counts when an emergency situation calls for clear thinking and fast action.



Pete Shea (left), Bureau of the Budget, and Larry Saxe, Budget and Fiscal Management, discuss the budget process with Secretary of State interns at one of their weekly seminars conducted by Edna Walden (center), program coordinator.

SADD Speaker To Tour for SOS

Every hour a teenager dies in an alcohol or drug-related automobile accident. Nearly 8,000 teen lives are wasted yearly.

To help fight this needless slaughter, the Secretary of State's office will sponsor Robert Anastas, national founder of Students Against Driving Drunk (SADD), on a speaking tour to Illinois high schools during September and November.

SADD is an organization comprised of high school students who alert other students about the widespread problem and consequences of driving under the influence (DUI). Members are involved in public education, court monitoring, poster contests, and many other activities in an attempt to deter teenage drinking and driving.

In late September, Anastas will speak to students at eight high schools across the state about the severity of the drunk driving problem and the role of SADD. He will return in November to talk to other high school students throughout the state.

His September schedule is as follows:

9/26	1:00 p.m.	Crystal Lake High School
9/27	9:15 a.m.	Winnebago High School
9/27	1:15 p.m.	Dixon High School
9/28	9:15 a.m.	Galesburg High School
9/28	2:00 p.m.	Normal High School
9/29	9:15 a.m.	Southeast High School (Springfield)
9/29	1:15 p.m.	Mahomet-Seymour High School
9/30	9:15 a.m.	Lyons Township High School South (LaGrange)

Innovations Committee

Secretary Edgar is providing employees a direct line to his office through members of the Innovations Committee. The nine-member committee provides a forum for discussion, solicits ideas from employees, and presents recommendations directly to the Secretary.

Innovations Committee members, a cross section of department administrators, meet biweekly to brainstorm, debate, and amend. Vehicle Services Director Allen Grosboll chairs the meetings and submits committee recommendations to Secretary Edgar. Following approval from the Secretary, Assistant Secretary of State Joan Walters delegates the implementation of the recommendations to appropriate departments.

By the end of June, the Innovations Committee had made nine recommendations. Some of these include the abolishment of legal size files, establishment of a telephone code of conduct, and creation of an "Employee of the Month" program.

The Innovations Committee accepts suggestions from all departments and levels. Anyone interested in submitting a proposal to the committee may forward ideas to:

Edna Walden	Betsy Accettura
213 Capitol Bldg.	188 W. Randolph
Springfield	Room 200
(217) 782-2257	Chicago
	(312) 793-7184



Kathryn J. Gesterfield (left) recently received a humorous plaque from the library staff for her years of "indentured servitude" as State Library director. Making the presentation was Bridget L. Lamont, the new director.

Lamont Named Director

Bridget L. Lamont, formerly acting director of the Illinois State Library, was named director in June. She replaces Kathryn J. Gesterfield, who retired April 15.

Lamont was deputy director before her appointment as acting director. She has 10 years of experience in the State

Library and previously served the Wilmette, Evanston and Champaign public libraries.

Lamont has a bachelor's degree in English from Clarke College in Dubuque, Iowa, and a master's degree in library science from the University of Illinois in Champaign/Urbana.

"Her impressive credentials add historical perspective as well as a forward-looking commitment to the Illinois State Library," Secretary Edgar said. "Bridget's experience with all segments of the library community will be a valuable asset in this new position."

Gesterfield retired after 13 years in the State Library, the last eight as director. She joined the staff in 1970 as a consultant in the Library Development Group. The Illinois Library Association named her "Librarian of the Year" in 1982.

Highlights of her tenure as director include doubling the membership in the Illinois Library and Information Network (ILLINET) and establishing the Inter-system Library Delivery System (ILDS).

The delivery system operates five days a week, using six routes and 38 drop off points to serve over 2,200 public, academic, school and special libraries.



Secretary Edgar watches as his daughter Elizabeth is fingerprinted by Investigator John Myers at the Secretary of State tent exhibit at the State Fair. More than 7,500 children were fingerprinted during the fair's 11-day run.

Gee-WHIZ! It's a Computer!

It was simply a matter of computer fright as she approached the keyboard, but it didn't take long for Bea Young to come around.

"I really wasn't in favor of operating it. I just hated it at first," Bea said of the new computer addressograph system installed in 1982 at Graphic Arts. "But now I just love it. I can even wear long fingernails now!"

What Bea learned to like was the Whiz, a computer system for producing and applying name and address labels to envelopes for mailing. The system replaces the old, bulky metal plate addressograph system, saving time and materials.

Graphic Arts, a division of the Communications Department, produces a dozen name and address lists for other SOS departments in addition to printing many forms, pamphlets, and booklets. On May 2, Bea completed the conversion of the lists from the old to the new system.

The Whiz saves time and work space by replacing the hand filing and sorting of 15,000 metal plates, which weigh 2,000 pounds. The Whiz electronically arranges the same material automatically using 40 diskettes that take up less than one square foot and weigh only a few pounds. Some 5,000 labels can be applied to envelopes automatically per hour.

To give an example, the Whiz can complete the data entry of name and address changes, print, and apply to envelopes some 5,000 labels for the *Illinois Libraries* publication in only 4½ hours. On the old system, it would take 32 hours.

For Bea, the Whiz has provided an excellent opportunity for learning about the benefits of computer systems. "After working with one system (old addressograph) over the years," she said, "it made me nervous to think that I had to work with a new one."

Now you can call her another one of the Whiz kids.

Bohn Named New Director



Lowell F. Bohn, a retired Air Force colonel, has been named director of Administrative Hearings. He replaced Jacqueline Walker, who returned to private law practice.

During his 31-year career in the Air Force, Bohn flew fighter aircraft for 18 years, graduated from Oklahoma State University with a bachelor's degree in electrical engineering, and served the last 10 years in key management positions in the Air Force Communications Command.

Bohn attended Western Illinois State University at Macomb for two years before entering the Air Force in December 1951.

Jerry LaGrow

Jerry LaGrow, former director of the Multi-county Narcotics Enforcement Group, a six-county narcotic unit in central Illinois, has been named executive assistant to the director of Police. He also has 10 years of experience as a Chicago police officer.

LaGrow has a bachelor's degree in social justice, with emphasis on police administration, from Sangamon State University.



Bea Young, Graphic Arts, saves time and materials by using the new computer addressograph system. (Inset photo) - One computer diskette contains as many names and addresses (about 1,000) as four trays of metal plates.

Employee News

Births

- Veronica Monique Nelson, a daughter to Alex Nelson, Internal Affairs, and wife Carole, June 9 in Evanston.
- Ashleigh Denielle Farrar, a daughter to Dennis L. Farrar, Securities, and wife Patti, June 11 in Springfield.
- Ulexis Millard Williams, a son to Pete Williams, Accounting Revenue, and wife Joan, April 19 in Springfield.
- Dustin Bruce, a son to Peggy Bruce, Data Processing, March 21 in Springfield.
- Ray Donell and Tyler Wayne Banks, twin sons to Helen Banks, Data Processing, April 29 in Springfield.
- Heather Elizabeth Bedolli, a daughter to Linda Bedolli, Data Processing, and husband Anthony Joseph, May 1 in Springfield.
- Christopher George Moon, a son to Kathy Moon, Data Processing, and husband Greg, July 17 in Springfield.
- Nikole Elizabeth Sommers, a daughter to Kathy Sommers, Personnel, and husband Kerry, June 30 in Springfield.
- Michael Paul Salisbury, a son to Debbie Salisbury, Police, and husband Dean, June 29.

Weddings

- Marti Huber, State Library, and Bill Martin, Aug. 27 in Hillsboro, residing in Panama.
- JoAnn Buechsenschuetz, Personnel, and Stephen Wilson, April 30 in Springfield.
- Carol A. Bennett, Personnel (Chicago) and Joseph Jablonowski, May 14 in Chicago.
- Ralph Richter, Internal Affairs, and Maria D. Zielinski, May 13 in Chicago.

- Angie Rakers, Accounting Revenue, and Robert Sarver, June 17 in Okanee, residing in Pana.
- Betsy Holmes, Administrative Hearings (Chicago), and Michael Vito Accettura, July 13 in Rockford.
- Elaine Shemoney, Archives, and Jorge Evans, Dec. 11, 1982 in Chester.
- Tia Marr, Corporations, and Randy Baugher, May 14 in Chandlerville.

Awards

- Johnnie Jario, Accounting Revenue, won the Elks Ladies State Golf Tournament in August.
- Esther Freese, Uniform Commercial Code, received the "Woman of the Year" award from the Kickapoo Chapter of the American Business Women's Association in Lincoln.
- Dorothy Kreker, Purchasing, was recently elected president of the Carillon Chapter of the American Business Women's Association in Springfield.

Deaths

- Anthony J. Hackett, 18, Vehicle Services, was killed and his companion abducted by an unknown assailant July 17 after they pulled off Interstate 55 near Wilmington.

Hackett's death is being investigated in conjunction with other recent murders in Will County.

He had been employed as a clerk in the SOS office for only three months.

Retirees



George W. Sipes, Communications/Graphic Arts, on Aug. 26 following 19 years of service in the SOS office. Sipes was supervisor of the Press Room. His retirement plans include travel-

ing and continuing his hobby of landscape painting.



Mary F. Jones, State Library/Cataloging Services, on July 15 following 35 years of state service. Jones worked in the State Library for 30 years, serving as a subject specialist in cat-

aloging documents since 1955. She plans to stay home and spend time with her grandchildren.



Zelda McCoy, Vehicle Services/Registration Processing, on March 31 following 17½ years of service in the SOS office. McCoy worked in the Processing Control Section. Her retirement

plans include traveling extensively in the United States and pursuing her hobby of raising flowers and gardening.

Employee News

Retirees

- **Grace Hadden**, Vehicle Services/Registration Processing, on March 31 following 12 years in the SOS office. Hadden worked in the Processing Control Section. She plans to spend more time with her family and devote more attention to her cake decorating and rose garden.
- **Agnes Schwalm**, Accounting Revenue/Bookkeeping-Corrections, on Aug. 31 following 17 years in the SOS office.
- **Adele Sluzalis**, Accounting Revenue/Financial Institutions/Sales Division, on May 31 following 14 years in the SOS office.
- **Robert J. McKeating**, Accounting Revenue/Financial Institutions/Sales Division, on Aug. 31 following 13 years in the SOS office. McKeating worked as a field representative.

New Employees

- **James Burke**, former administrative assistant to the Sangamon County Sheriff, has been named deputy director of Internal Affairs.
Burke also served in the Sheriff's office as a uniformed deputy and was assigned to the detective bureau for four years. A native of Springfield, he has 10 years of experience in law enforcement.

New Addresses

- Securities moved from 151 Bruns Lane to 840 S. Spring - Suite 130.
- The Chicago Internal Affairs office has been relocated at 101 N. Wolf Rd., Hillside, IL 60162 (telephone (312) 449-2330.)
- Administrative Hearings in Chicago moved from Room 426 to Room 200, 188 West Randolph.
- Internal Audit moved from Room 304 to Room 490, Centennial Bldg.

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JIM EDGAR
Secretary of State



DECEMBER 1983

**A NEWSLETTER
FOR SECRETARY
OF STATE EMPLOYEES**

Vol. 3, Issue 2

Women Police Enjoy Work

Although they all wear the same badge and blue uniform, carry the same gun, and enforce the same traffic laws, only three of the 160 sworn officers in the Secretary of State Department of Police have to worry about being called "honey" by motorists they pull over on the highway.

Investigators **Kathy Pisano**, **Mary Beal**, and **Melodie Sauerwein** are among the still small but growing number of female law enforcement officers assigned patrol duties.

While working as a nurse's aide, Pisano decided she wanted a job with a "little excitement" and entered the field of law enforcement. The niece of Peoria Police Chief Sal Pisano, she was the first and only woman on the Secretary of State police force when she joined over six years ago.

"Initially, there was not so much resentment as fear that I'd show them up," Pisano said. "Because I was one of the first, they weren't sure I could handle the job."

At that time, friends who were state police troopers took bets on how long Pisano would last with the Secretary of State Police.

Beal, who has been an investigator in Cook County for over two years, said her superior officer was "a tad bit upset" to learn he was being assigned a female investigator. He has since become one of her biggest supporters.

Sauerwein completed her law enforcement training in October and has been assigned to Richland County. She said women officers have to begin working harder to prove themselves early in their law enforcement careers.



Happy Holidays!

If you think you have problems untangling and stringing you. . . tree lights, imagine stringing some from the Capitol dome!

Six Physical Services employees do just that, putting up 840 colored, 25-watt lights on 12 strands. "It took us about a day and a half to string them this year," **Dave Smith** said. They finished on December 1, a day before sleet and snow hit Springfield.

"We can't work on the Capitol's metal roof when it's slippery," he added.

To put up the lights, four workers stay on the metal roof while two others work on top of the dome. The light strands are laid out on the roof and then pulled up to the top of the dome with ropes.

The six stringers were: **Smith**, **Warren Adams**, **Bill Ushman**, **Lee Turley**, **Harold Booker**, and **Jim Midiri**.

Their work certainly helps to put Capitol visitors and Secretary of State employees in the holiday spirit!

"The physical training is geared toward upper body strength, so we have a disadvantage," she said. "But it made me try harder. I wasn't going to let the guys run further or do more push-ups."

Secretary of State investigators have a variety of duties ranging from the monotonous chore of providing security in the larger driver service facilities to the sometimes dangerous job of making traffic stops.

Motorists' reactions to women officers range from smart remarks and jokes to physical confrontations. Aware that their size puts them at a physical disadvantage to most men, the women officers work harder to defuse bad situations.

"I try to avoid situations where I have to depend on physical strength," Beal said. "You have to be in control of

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DEPOSITORY

JAN 10 1984

UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

Women Police, cont.

every situation and gauge the person to determine what his reaction will be."

Pisano agrees. "Some people think they can take control of a situation because you're this little female and you're going to back down when they say 'boo'."

Department of Police Director David Watkins said the women officers' ability to talk themselves out of tight spots is important.

"Women can handle an aggressive situation better than men, mainly because they probably can't handle it physically and have to deal with it rationally," he said.

"The old wives' tale that women can't handle stress situations is bull. They handle them better."

"I try to avoid situations where I have to depend on physical strength," Beal said. "You have to be in control of every situation and gauge the person to determine what his reaction will be."

Watkins record of hiring women officers goes back to when he was Warren County Sheriff. As director of the Department of Police, he foresees hiring more women officers and moving them eventually into specialized fields, such as auto theft and internal affairs. Having women involved in investigations is important, Watkins said, because criminals do not expect to see a woman working under cover.

Watkins would like to do more recruiting for qualified women applicants. The department is looking for applicants with college degrees or law enforcement experience. Beal and Sauerwein have bachelor's degrees from Western Illinois University.

The criteria for applicants, male and female, is the same. In the future, all investigators hired by the department will have to pass a written exam, a physical fitness test and a background investigation, and have survived two oral interviews. There are always more qualified applicants than openings, Watkins said, and the department hires the top applicants.

Within the department, he said the attitude toward the women investigators is determined more by the age of their co-workers than their sex. Generally, he said, "there's no resentment if they do their job like everyone else."

In addition, there are certain situations in which women officers can substantially reduce the number of officers needed. For example, while two male police officers usually will be assigned to transport a female suspect to jail, one female officer can do the job.

The importance of female officers was evident during June 1982 when a group of women from Champaign who supported the Equal Rights Amendment staged a series of demonstrations in the Capitol. During the month the Secretary of State Police were required to carry the demonstrators from the building several times and arrest them twice, once after the women had splattered animal blood on several floors of the Capitol.

Beal and Pisano were the only two investigators assigned to spend the entire month of June at the Capitol, providing security and dealing with the demonstrators, who called themselves the Grassroots Group of Second Class Citizens. When the demonstrators were arrested, the two women officers helped search and process them at the Sangamon County jail.

Pisano said that women demonstrating on both sides of the issue assumed that she and Beal supported the E.R.A. because of their non-traditional jobs. However, Beal said she found it easy to separate the issue of the E.R.A. from the fact that the demonstrators were disrupting activities in the Capitol.

Both officers said they had no strong feelings about the E.R.A. when the demonstrations began. They agree they learned a lot about the issue during the month, and Beal said she concluded the amendment was very ambiguous and needed to be defined.

One issue the officers do have strong feelings about is the danger posed by drunk drivers.

"Everyone I've stopped has known he's been drunk," Beal said, adding that some will plead with her to drive them home. Other popular lines include, "I drive better when I'm drunk than when I'm sober."

Beal said the new drunk driving law is resulting in more arrests, if not convictions. "Our end is working. We're getting stops and making arrests. It falls apart when it hits the courts," she said.

Pisano cites the example of sitting in a courtroom over two hours only to see a DUI case dismissed against a man in his early 20s with three previous DUI arrests. Later, Pisano felt satisfied when she picked up the man's drivers license after it had been revoked for another offense.

Despite the serious issues they handle, the women investigators agree that a sense of humor is one of their most important tools. They laugh at being called "honey bears" by the truckers, and Sauerwein said that if she really wants to know how she looks in the morning, she just turns on her C.B. radio.



Secretary of State women investigators, Kathy Pisano (left), Melodie Sauerwein, and Mary Beal, have learned to cope with a variety of hazards, from irate motorists to Capitol demonstrators.



Secretary Edgar received a prestigious National Safety Council award from Fred Potenza, Jr., NSC Vice President for Safety and Health Programs, for his work on the President's drunk driving commission and his efforts to promote traffic safety.

DUI Law Strengthened

Secretary Edgar's battle against drunk drivers has achieved success on many fronts this fall, ranging from the Illinois legislature to the Presidential Commission on Drunk Driving to dozens of Illinois high schools.

In October, the Secretary was recognized by the National Safety Council for his work on the Presidential Commission on Drunk Driving and his efforts to promote traffic safety generally. The Driver Improvement Division's award for Outstanding Contribution to Adult Driver Education was last presented in 1979 and

"If we can deny these funds to states to encourage energy conservation as was done with the 55-mile-per-hour speed limit," Secretary Edgar said, "then we can surely deny highway funds to help save lives."

is given at the discretion of the division's executive committee.

The Presidential Commission on Drunk Driving, meeting in September in Atlanta, Ga., adopted Secretary Edgar's proposal that Congress enact legislation requiring states to have a 21-year-old drinking age. In its interim report, the

Commission had recommended the states adopt such legislation voluntarily.

"But since the commission issued its call for states to adopt legislation voluntarily, only three of 15 states have raised their drinking age to 21 for all alcohol beverages," Secretary Edgar said.

The Secretary has proposed that federal highway funding be withheld from any state that does not maintain or enact legislation requiring persons be at least 21 years of age to purchase or possess alcoholic beverages.

"If we can deny these funds to states to encourage energy conservation as was done with the 55 mile per hour speed limit, then we can surely deny highway funds to help save lives," he said.

Secretary Edgar has been appointed to the board of directors of the new National Commission Against Drunk Driving, which will continue the work begun by the Presidential Commission.

"It will be advantageous to Illinois to have a representative on a national commission of this stature," Secretary Edgar said, "because it will enable us to have considerable input as a state and allow us to learn first hand of the anti-drunk driving efforts that are working in other states."

The Secretary has identified the national uniform drinking age and educating young people about driving under the influence (DUI) as two of his top priorities.

During the spring legislative session, Secretary Edgar proposed a number of bills to strengthen the Illinois DUI laws. Strong, vocal support from citizen groups, such as Alliance Against Intoxicated Motorists (AAIM), resulted in the passage of five bills that go into effect January 1, 1984.

The following bills will strengthen the Illinois DUI law by helping this office identify repeat offenders and by imposing tougher penalties against them:

****House Bill 817** requires Illinois courts to report all DUI cases granted court supervision, as well as all supervision cases involving driving with a revoked or suspended license, leaving the scene of a personal injury or fatal accident, reckless driving, and drag racing.

****Senate Bill 125** requires mandatory imprisonment for at least 48 consecutive hours or 10 days of community service work for drivers convicted of DUI two or more times.

****Senate Bill 173** clarifies the law on the illegal transportation of alcohol by establishing specific offenses covering the driver and passenger of a vehicle in which there is open alcohol.

****Senate Bill 174** requires mandatory imprisonment for at least seven consecutive days or 30 days of community service for driving on a revoked or suspended license due to a DUI conviction or conviction for reckless homicide or leaving the scene of a personal injury or fatal accident.

****Senate Bill 175** limits the granting of court supervision in DUI cases to once every five years and prohibits the removal of DUI supervision from court records for five years.

Finally, the battle for safer highways moved into Illinois high schools this fall. Bob Anastas, the founder of Students Against Driving Drunk (SADD), addressed representatives of some 200 Illinois high schools during a week-long visit to the state. At least 50 of the high schools are expected to establish SADD chapters before the end of the school year. Another SADD leader, Paul Pacific, returned to Illinois last week to visit eight more high schools.



Mitch Murdock's award-winning chili should help contribute to current efforts to make it the national food!

Accounting for Chili

His secret recipe is "TLC" - and it works. Collecting a number of awards locally and in surrounding states, **Mitch Murdock** has pleased the palates of judges and other chili lovers over the past few years.

Murdock, director of Accounting Revenue, finds the chili cook-off sport a relaxing way to spend free time. His wife, Cindy, among others, helps him prepare and taste his chili. In some local contests, he has up to 20 helpers on his taste team preparing 17 ingredients, as well as tasting the competition's chili.

What started as a lark a few years ago is now a "challenge," Murdock said. "I've been close to the top in a number of states. . . . So I will keep trying." While he has been the chili champ in some contests, including last year's Sangamon County Fair, he has not won the top award at the Illinois State Fair. "You need to win the state first before you can go to the national cook-off. It's not based on a point system," Murdock said.

It was at the State Fair that he made seven gallons of chili, although the requirement for the tasting contest is just one gallon. The seven gallons were eaten in one hour.

A chili cook-off is a day-long affair, with the first hour allowed for setup and fresh ingredient preparation. The night before, though, Murdock cuts and grinds the meat. After the setup, it takes over

Capitol Being Restored

Workman covered with limestone dust scale the sides of the Capitol on red pipe scaffolding as they work to restore and preserve the building's 115-year-old limestone face. The stonework is the largest and most visible of the construction projects currently underway in the Capitol complex.

Director of the Physical Services Department, **George Fleischli** said the four-phase, \$11 million, stonework project is the first restoration to the exterior of the Capitol since it was built.

"It was in bad shape, but for being 100 and some years old, the building has withstood Illinois winters and summers pretty well," Fleischli said.

The outer walls of the Capitol are made of Niagra limestone. Almost all of the stone face came from the Joliet State Prison quarry and was prepared for the walls by the convicts.

Work on the first phase of the restoration project began in September on the Capitol's four major entrances. Fleischli said the work around the entrances is being completed first because of the fear someone would be injured by chunks of falling stone weighing up to 35 pounds.

The restoration work includes cleaning and tuck-pointing the stone, replacing missing stones, and, in areas of extreme erosion, replacing the stone veneer. Gutters, which were in poor condition, are also being replaced.

The estimated \$1.2 million cost of the first phase of the stonework project includes shoring up and leveling the stone steps on the north and east sides of the Capitol.

three hours to cook the meat, spices, onions, tomatoes, and beans, which are cooked separately and added only during the last hour.

Then the judges taste half-teaspoon size samples and progressively eliminate the entries until the winners are left. Experience at cook-offs has taught him at least one thing, he said: "Now I make chili that judges like, not how I like it!"

Murdock plans to compete in upcoming chili cook-offs in Indiana, Ohio, Tennessee, as well as in Illinois.

Knowing how chili enthusiasts jealously guard their secret recipes, it was stunning to hear that Murdock would reveal his recipe for this newsletter. "Sure, I'll tell you," he quipped. "It's TLC - tender loving chili!"

Unless extremely severe winter weather slows the work, Fleischli expects the first phase of the stonework to be completed in about six months and the four major Capitol entrances to be fully open by spring.

In the meantime, wooden canopies have been constructed to protect persons entering the Capitol from falling stone. On the west side of the building, a wooden ramp has been built to give handicapped persons access to the Capitol until the permanent ramps at the south and east entrances are reopened.

In addition to minimizing the inconvenience caused by the project, Fleischli said the Physical Services Department has taken steps to prevent the construction from detracting from the Capitol's appearance any more than necessary. A wooden stockade fence built at the base of the scaffolding hides much of the equipment and clutter that accompanies the work.

He said the stonework on the walls of the building between the entrances will be restored during the remaining three phases of the project, which is expected to take about three-and-a-half years to complete. The work is being done by R. D. Lawrence Construction Company and its subcontractor, Evans-Mason Inc., both of Springfield.

Other recent improvements around the Capitol complex include:

- Replacement of 42 rusting light standards with new, synthetic plastic ones that require little maintenance and will not rust.
- Installation of a chill water bypass to allow inner rooms of the Capitol to be air conditioned this winter without operating the two fountains on the east lawn.
- Installation of a new underground electrical distribution system to allow better control of the flow of electricity to buildings in the Capitol complex.
- Painting of hallways, stairwells, and many office areas in the Centennial Building to upgrade its interior appearance and provide better workplace environments.



Secretary Edgar introduced the new Illinois Authors booklet to promote the Read Illinois program when he welcomed the delegates to the first Illinois Literary Heritage Conference in Springfield recently. More than 150 writers, scholars, publishers, booksellers, teachers and librarians attended the conference.

Boozell Named



Mark Boozell, former legislative liaison for the Department of Transportation, has been named legislative liaison for the Secretary's office.

Boozell also has experience as deputy director and legislative budget analyst on the House Republican Appropriations Staff.

Boozell has a bachelor's degree in political science from Augustana College in Rock Island.

Antique Auto Meet

The 32nd annual Antique Auto and Sports Car Meet held Sept. 10 in Springfield attracted 265 entries ranging from a 1905 National to three 1978 sports cars.

"I personally observed the outstanding automobiles entered in this year's meet and concluded that there cannot be a better antique auto meet," said Secretary Edgar, who served as coordinator.

"Best of Show" trophies were awarded to Joe Tex of Pana for a 1908 Sears, Paul Bloechle of Springfield for a 1928 Ford, Everett Brann of Peoria for a 1940 Lincoln, Gerald Burnett of Chatham for a 1965 Corvair, and Sue Turner of Fairfield for a 1956 T-Bird.

A special Marquis award honoring the products of the Chrysler Corporation was won by Randy Upton of Mattoon for a 1963 Chrysler.

Proceeds from the meet go to the Illinois Heart Association.

Fitness Program

"If you don't exercise regularly, start slowly." This is the first advice you'll receive if you participate in Secretary Edgar's ongoing physical fitness program.

Nurses who record your blood pressure, pulse rate and weight when you join the Walk/Jog/Run Club will tell you to go at your own speed.

Ten minutes of continuous aerobic exercise at the first aerobics class is gradually increased to 15 minutes.

But if you plan to enroll in an eight-week stop smoking course, be prepared for a more immediate goal. Instructors, without using scare tactics, will ask you to quit "cold turkey" at the third session.

The three-part employee physical fitness program has been in operation for two months, and the first aerobics class and stop smoking course have been completed.

As of mid-November, 123 employees in the Capitol complex and 53 at Dirksen Parkway were walking, jogging or running. Their three-month progress will be recorded when the nurses recheck their blood pressure, pulse rate and weight around Christmas.

For more information about the fitness program contact **Gary Strohm** (2-2341).

Polk Heads Seniors Dept.

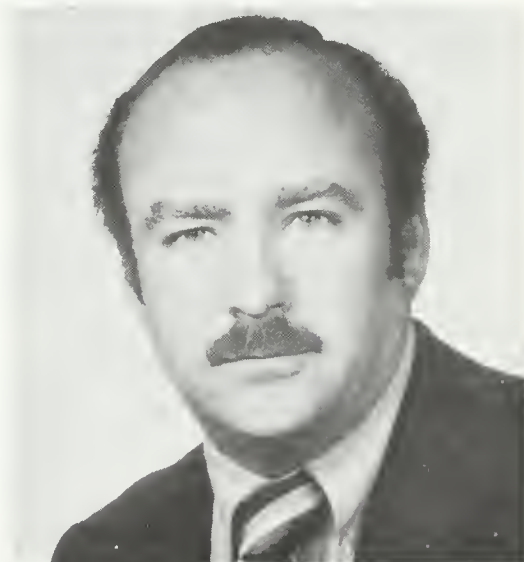


Ben Polk, associate director of the Department on Aging since May 1982 and a former state legislator, has been named director of the newly created Senior Citizens Department.

Polk served five terms as a member of the Illinois House from Rock Island, including one term as majority whip and one term as minority whip.

Polk did undergraduate work in sociology at the University of Nebraska and expects to complete a master's degree from Sangamon State University this spring.

Hall Named



Bud Hall has been named director of the Corporations Department, following two years as director of the Court of Claims. He succeeds Don Templeman, who resigned to take a position in the Attorney General's office.

Hall continues to reside in Bloomington, but spends the week in Springfield.

Employee News

Births

- Rachel Lee Barton, a daughter to Paula Barton, Driver Services, and husband Brad, Oct. 26 in Springfield.
- Amy Cathleen Donaldson, a daughter to Cristy Donaldson, Driver Services, and husband Randy, Oct. 13 in Springfield.
- Joshua Allen Wagner, a son to Karen Wagner, Driver Services, and husband, Roy, April 4 in Lincoln.
- Bethany Lynn Catherwood, a daughter to Gary Catherwood, Driver Services, and wife Laura, Oct. 2 in Springfield.
- Samantha Easterley, a daughter to Sgt. Kenneth Easterley, Police, and wife Carol, July 24 in Belleville.
- Corey Lamont Springer, a son to Winston Springer, Corporations, and wife Lauretta, Sept. 8 in St. Louis.
- Christine Weisbaum, a daughter to Sharon Weisbaum, Driver Services, and husband David, Nov. 11 in Springfield.
- Brian James Falada, a son to James Falada, Driver Services (Chicago North facility), and wife Cheryl, Sept. 5 in Chicago.
- Jamie Garcia, a daughter to Leah Garcia (Chicago South facility).

Weddings

- Dennis Cole, Accounting Revenue, and Jill Edwards, Aug. 27 in Chatham, residing in Springfield.
- Nancy Ruppel, Accounting Revenue, and Randy Ortman, Sept. 9 in Tallula, residing in Petersburg.
- Terry Armstrong and Robin Woods, both Accounting Revenue, Aug. 17 in Springfield.
- Julie Bateman and Gary Streder, both Accounting Revenue, Oct. 8 in Springfield.
- Regina Falter and E. Mac Hansen, both Data Processing, Sept. 17 in Springfield.
- Dick Kuykendal, Data Processing, and Jenny Connolly, Sept. 23 in Springfield.
- Dan Smith, Police, and Brenda Hopper, Sept. 24 in Gillespie, residing in Pawnee.
- Bob Konneker, Communications, and Donna Allred, Nov. 12 in Carlinville.
- Charmaine Damagata, Chicago South, and Joseph Gagen, recently.
- Lillian Orlando, Administrative Hearings (Chicago), and Tim Murphy, Oct. 30.
- Eileen Taffel, Administrative Hearings (Chicago), and Richard Foxman, July 30.
- Jim Daniels, Communications, and Dorothy Walter, Driver Services, Sept. 23 in Springfield.
- Jami Goodman, Index, and Larry Rayburn, Sept. 21 in Mt. Olive.
- Connie Alexa, Driver Services, and Jerry Saatkamp, Sept. 10 in Nokomis.
- Lynanne Skeeters, Archives, and William Richards, Oct. 1 in Springfield.
- Michael Bernasek, Archives, and Blanca Carrizales, Sept. 10 in Springfield.

United Way Goal

As of mid-November, Secretary of State employees had reached over 90 percent of their goal, contributing \$33,257.80 to the United Way in Sangamon County and other counties, as well as to charities not associated with the United Way.

Employees and their families who need a helping hand can call the Information and Referral Service of the United Way of Sangamon County (789-7000). Help is available from 23 human service agencies.

Anniversaries

(Number of years with the Secretary of State's office)

OCTOBER

25 Years

- Janet Dugger, Corporations, Annual Report and Franchise Tax Division

NOVEMBER

25 Years

- Irma Bostian, State Library, Publications Division
- Ellis Bergmann, Vehicle Services, Commercial and Farm Truck Division

DECEMBER

50 Years

- Kathryn Terry, Communications, Publications

25 Years

- Elsie Darnell, Corporations, Documents Division

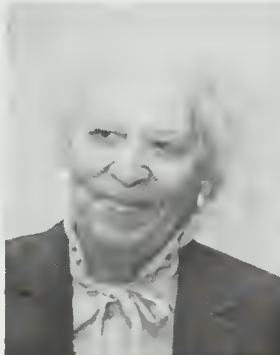
Employee News

Retirements



Maud Endling, Driver Services/Internal Services Division, on Oct. 21, following 21 years of service in the SOS office. Endling was a clerk in the Batch Entry Unit, Central Services Section.

She moved back to her former home in Benton.



Louise A. Holder, Driver Services/Internal Services Division, on Dec. 30 following 18 years of service in the SOS office. Holder worked in several sections over the years, most recently in

Driver Control.



Pearl Heward, Driver Services/Internal Services Division, on Oct. 31 following 16½ years of service in the SOS office. Heward was a technician in the Driver Control Section. She and

her husband reside in Rochester, but will spend this winter in Arizona.



Helen Dwyer Siegel, Driver Services/Administration, on Dec. 31 following 37½ years of service in the SOS office. Siegel began her employment as a clerk steno in

1946, was secretary to the director of the Drivers License Division in the 1960s and most recently has been an administrative assistant. She plans to travel with her husband Mike.



Leroy Becker, Physical Services/Shipping, on Nov. 30 following 22 years of state service. Becker was a clerk in the Outgoing Mail Section. He started his state employment in 1961 at a

Department of Transportation weigh station near Litchfield and had been in the SOS office since 1969.



Frank Neposchlan, Driver Services/Internal Services Division, on Dec. 31 following 19 years of service in the SOS office. Neposchlan worked as a mail clerk in the mail room and on intra-

office mail deliveries.

- **Bertha Viola Knoles**, Driver Services/Internal Services Division, on Oct. 24 following 10½ years in the SOS office. Knoles was a clerk in the Records Unit, S&FR Section. She lives in Petersburg near her children and grandchildren.
- **Opal Yocom**, Driver Services/Internal Services Division, on Oct. 28 following eight years in the SOS office. Yocom worked in the Microfilm Unit, Central Services Section. She lives in Springfield.
- **Viola Grznar**, Accounting Revenue/Administrative, on Dec. 30 following eight years in the SOS office.
- **Dorles Smorzewski**, Accounting Revenue/Returned Checks Section, on Dec. 30 following eight years in the SOS office. Smorzewski was a microfilm operator.

- **Louis Saucier**, Driver Services/Field Services Division, on Aug. 31 following nine years in the SOS office. Saucier, who worked as a training specialist, lives in Granite City.
- **Julius Wassell**, Driver Services/Field Services Division, on Oct. 31 following eight years in the SOS office. Wassell, who was a manager of the Naperville facility, lives in Bensenville.
- **Jack J. Cullen**, Vehicle Services/Public Service Division, on Sept. 30 following five years in the SOS office. Cullen was supervisor of the Dealer/Remitter Section. He was a Springfield fireman for 28 years. Cullen and his wife Esther plan to travel and visit friends and relatives.
- **Mary E. Griffin**, title supervisor (Chicago West facility), on Dec. 1 following 10 years in the SOS office.

- **Hallie Bafford**, Driver Services/Field Services Division, on Aug. 31 following 10½ years in the SOS office. Bafford, who was manager of Region 10, lives in Macon.
- **Rudy Ciapinski**, Chicago Heights, on Oct. 1.

Easy Answer Machine

State employees and visitors to the Capitol who have easy answer banking cards can now use an automatic teller machine conveniently located in the Stratton Building. The machine is in the south end of the basement lobby next to the cafeteria entrance.

Employee News

Chicago Address Changes

NAME	DEPARTMENT/TITLE	ADDRESS	NEW ROOM NO.
	Archives	188 West Randolph	702
• Jim Conway	Service Bureau	188 West Randolph	709
• Al Gannon	Executive Director/Advisory Committees	188 West Randolph	705
• Robert L. Guzlas	Drivers Administration/Facilities Coordinator	188 West Randolph	1214
• Edward M. Kasper	Communications Network Technician	188 West Randolph	415
• Louis J. Kasper	Special Assistant	188 West Randolph	415
• Walter Kiltz	Corporations	188 West Randolph	426
• Christopher Mariades	Personnel	188 West Randolph	422
• Gene Ring	Securities	188 West Randolph	426
• Karen Sincere	Highway Safety Consultant	188 West Randolph	705
• Gene Sullivan	Regional Manager, Driver Services	188 West Randolph	705
• Ben Swislow	Property Management Coordinator	188 West Randolph	1214
• Mark Thompson	Administrative Hearings	188 West Randolph	200
• Raymond Wilkowski	Administrative Assistant/Motor Vehicles	188 West Randolph	705
	Internal Affairs	101 North Wolf Road-Rear Hillside, IL 60662	

Address Change

- District Two headquarters, Department of Police, moved to 4501 East State Street, Rockford, IL 61108 (815/987-7560).

**IN
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- DUI Update
- Capitol Restoration
- Fitness Program



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Secretary of State
Communications Department
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